

Town of Rowe - FY 2015
Board of Selectmen – Minutes
Wednesday, November 19, 2014 - 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chair Wilson at 3:00 pm.

Present: Chair Wilson and Vice-Chair Susan Gleason, Walter Quist and Administrative Clerk Janice Boudreau.

Audience: Ron Gordon, Rosie Gordon

Minutes

Minutes of October 22, 2014: Chair Wilson made a motion to correct and change the wording of the Minutes of October 22, 2014 from "a shortfall of money" to "the bill came in late". The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

Minutes of November 12, 2014: Following review, Chair Wilson made a motion to accept the Minutes of November 12, 2014 as presented. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

Old Business

1. Unlicensed Dogs/Discuss Holding a Nuisance Dog Hearing: Chair Wilson spoke with Animal Control Officer Ed Grinnell to discuss method for dealing with a dog in town that has been loose and is unlicensed and unvaccinated. Mr. Grinnell said he will advise on how to proceed with a nuisance dog hearing. Technically a nuisance dog pertains to a barking dog only, so dealing with an unlicensed and unvaccinated dog will require a different approach. In addition, he requested the town issue a contract each January to provide clearance for him to perform his duties.
2. Fiberoptic/Broadband Update – Chair Wilson: Chair Wilson tabled discussion until a later date.
3. Personnel: Earned Time: Chair Wilson asked Members to review the Earned Time Off that was presented by Vice-Chair Gleason. Following review and discussion, it was agreed to review the new MA Paid Sick Leave Law recently enacted into law to make certain the new policy presented would be in compliance and discuss at next meeting.
4. Fire Department Update: Selectman Quist: Selectman Quist reported about the meeting Rowe Fire Department had with MA Call Volunteer Fire Department Member Joe Maruca and Kevin Connelly. Mr. Maruca met with the Fire Dept. as a group and then individually. Rowe needs to register with an online program called SAM.gov to apply for federal grants in the near future. The report from Joe Maruca had not been received as yet.
5. Gazebo: Chair Wilson said that the gazebo repair or replacement may be delayed until the Spring and that it had not been determined whether it could be repaired or should be replaced.

Motion to Investigate Gazebo Situation: Following discussion, Vice-Chair Gleason made a motion to investigate the gazebo situation to determine how best to proceed. The motion, seconded by Chair Wilson, was unanimously accepted. (3/0/0)

New Business

1. Request from FRCOG for Local Technical Assistance Request Priorities: It was agreed to review individually and return on December 3, 2014 to finalize priorities.
2. Review DEP Small Scale Initiatives Grant: Select Board Members reviewed a Grant Agreement between the MA Dept. of Environmental Protection and the Town of Rowe for 'Small Scale Initiatives'.

Motion to Sign Agreement: Chair Wilson made a motion to sign the Agreement between the MA Dept. of Environmental Protection and the Town of Rowe for 'Small Scale Initiatives'. The motion, seconded by Vice Chair Gleason, was unanimously accepted. (3/0/0)

3. Discuss Formation of a By-Law Review Committee: There was discussion about forming a By-Law Committee following a request at Special Town Meeting.

Motion to Form Bylaw Committee: Following discussion, Vice-Chair Gleason made a motion the Select Board appoint a committee of five citizens to study the Town Bylaws with the exception of those obviously the responsibility of other committees, i.e. Article 5 [land use] and Rules and Regulations which are under the control of the Planning Board, Board of Health, Park Commission, etc.

1. Verify that any reproduction of the By Law, online or in text, is accurate in wording to what was voted.
2. Determine if all required steps have been made to finalize the law [Town Meeting vote, election ballot vote, approval by the Attorney General.]
3. Suggest clarification of language in any instances where clarification would make plain the meaning rather than change the meaning in a statute.
4. Evaluate each by-law and suggest repeal or revision of such by-laws where appropriate.
5. Report to Select Board and the town with a progress report every 6 months.

The motion, seconded by Chair Wilson, was unanimously accepted. (3/0/0)

4. STM for payment of BOH invoice: There was discussion about the a need for a Special Town Meeting (STM) because an Article on the November STM Warrant for payment of an outstanding Board of Health (BOH) bill for FY14 did not have sufficient votes to pass and the bill needs to be paid. In late June the Franklin County Solid Waste Management District sent out several outstanding bills and the Board of Health (BOH) missed holding a meeting which prevented the bill from meeting the 2 week extension period for payment in FY14. A citizen questioned using revolving funds for the outstanding invoice at STM and Chair Wilson explained that, after speaking with Town Accountant , learned that the bill had never been paid from the revolving account as there was not enough money in the account. BOH use recycling receipts to offset the assessment and indicated that if they used the hauling fees there would be a shortage in the Account. Chair Wilson was working with MA Dept. of Revenue to review proper procedures to move forward.

5. Post Fire Chief Position: Chair Wilson asked whether Mr. Maruca had an approach to posting the Fire Chief Position. Selectman Quist would find out. Chair Wilson will put together a draft ad for posting. It was agreed to study the Fire Chief job description and finalize at next meeting. Selectman Quist said that most calls were either medical or chimney fires. She also reported the old compressor was being dismantled for scrap which freed up work space. Charlemont offered to fill air pack units.

6. Comprehensive Emergency Management Plan: Vice-Chair Gleason spoke about the need to have a comprehensive emergency plan that should be updated every 3 years. It was unclear as to whether the current Director had completed and updated a plan for Rowe and it was agreed to look into it.

7. Request To Move Funds to Stabilization: Chair Wilson reported that Town Treasurer needed to transfer \$400,000.00 from Stabilization to General Funds to cover expenses in lieu of borrowing funds until the tax rate is established and tax bill payments are made.

Motion to Move Funds: Chair Wilson made a motion to transfer \$400,000.00 from Stabilization to General Funds to cover expenses in lieu of borrowing funds. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. (3/0/0)

8. FRCOG Accountant : Chair Wilson reported speaking with Director of Regional Services Bob Dean regarding the Accounting services FRCOG provide and why Rowe's assessment was higher than other area towns of comparable size. She indicated that initially there was a great deal of work required but now it should require less time. She said he did not provide an explanation for the cost. She reported that she was looking into alternatives and their cost for Accounting services.

Review Warrant : FY15W11 and FY15PW11 were reviewed

Audience of Citizens: None

Adjournment:

Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 5:17 p.m. The motion, seconded by Selectman Quist, was accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau

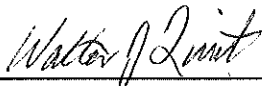
December 3, 2014

Approval Date: _____

Approved:


Marilyn Wilson, Chair


Susan Gleason, Vice-Chair


Walter J. Quist, Selectman

Attachments:

- Agenda 11/19/14
- By-Law Committee Draft – presented by Vice-Chair Gleason
- Draft Earned Time Off – (Personnel Manual) (3 pgs.)
- Grant Agreement: MA DEP and Town of Rowe
- Draft Fire Chief Job Description